



## Vanpool Program Change/Payroll Deduction Schedule 2015-16 Plan Year

The Vanpool Deduction Schedule contains information regarding deadlines, effective dates, and deductions for requests received to initiate, change, or cancel an election to participate in the Vanpool Program. Requests may be made by completing a Vanpool Application/Change Form.

Requests received by the corresponding deadline date will be made effective on the date listed below	Requests to initiate, change, or cancel Vanpool Program Participation must be received on or before the deadline date listed below	Deductions for received requests will be taken in pay periods listed below	Deduction for received requests will be reflected on paycheck date below
October 1, 2015	September 1, 2015	19/15	September 16, 2015
		20/15*	September 30, 2015
November 1, 2015	October 1, 2015	21/15	October 14, 2015
		23/15	November 11, 2015
December 1, 2015	November 2, 2015	24/15	November 25, 2015
		25/15	December 9, 2015
January 1, 2016	December 1, 2015	26/15	December 23, 2015
		01/16	January 6, 2016
February 1, 2016	January 2, 2016	02/16	January 20, 2016
		03/16	February 3, 2016
March 1, 2016	February 2, 2016	04/16	February 17, 2016
		05/16	March 2, 2016
April 1, 2016	March 2, 2016	06/16	March 16, 2016
		07/16*	March 30, 2016
May 1, 2016	April 1, 2016	08/15	April 13, 2016
		10/15	May 11, 2016
June 1, 2016	May 1, 2016	11/15	May 25, 2016
		12/15	June 8, 2016
July 1, 2016	June 1, 2016	13/15	June 22, 2016
		14/15	July 6, 2016
August 1, 2016	July 1, 2016	15/15	July 20, 2016
		16/15	August 3, 2016
September 1, 2016	August 3, 2016	17/15	August 17, 2016
		18/15	August 31, 2016

**\*No deductions will be taken on the following pay dates:**

**September 30, 2015 (pp 20/15)**

**March 30, 2016 (pp 07/16)**